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NOV 27 1957

MEMURANDUM FOR: Members of the Building

steering Committee

SUBJECT:

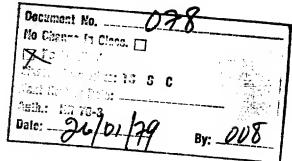
Planning Policy for the

New Building

It is requested that the Steering Committee meet in the Director's conference room at 11 e'clock, Wednesday, 4 December 1957, to discuss the attached Stall Study, "Telephone Service in the New Headquarters Building" and other items listed below. A report will be made on the other items listed.

AGENDA

- i. Secure Telephone Service in the New Building
- 2. tetus of:
 - a. Clearing Contract
 - b. Working Drawings
 - c. Rough Grading
- 3. Concessions on the site



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